

Approved For Release 2005/11/21 : CIA-RDP70-00211R000800300027-0

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

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CONFIDENTIAL SECRET

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	[Redacted] 4B-4404		
2			
3			
4			
5			
6			

<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> PREPARE REPLY
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISPATCH	<input type="checkbox"/> RECOMMENDATION
<input type="checkbox"/> COMMENT	<input type="checkbox"/> FILE	<input type="checkbox"/> RETURN
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE

Remarks:

Frank:

The attached is all I can find relative to standards for Mailroom Operations. Let me know if I can help further.

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.	DATE
[Redacted] - Rec Admin Officer	9/21/62

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ORIGINAL DOCUMENT MISSING PAGE(S):

ATTACHMENT